



**DGS Employee of the Week: Jason Smith**

*Reliable and dedicated in Doing Great Service for the Department*



The Department of General Services (DGS) would like to recognize a person who is best known as always being pleasant while providing service and assistance in a helpful and effective manner. This week's DGS Employee of the Week features Administrative Specialist II, Jason Smith.

Jason serves as Administrative Specialist for the Facilities Operations and Maintenance (FOM) Division at the Inner Harbor Complex in Baltimore. As Administrative Specialist, Jason manages information within the office. He generally answers phone calls and emails, takes memos and maintains the work control and inventory for the division. In addition, Jason sends and receives correspondence, as well as greets State customers.

Jason started working for the Department in 2008 as an intern and because of his outstanding work ethic, he was awarded a contract as a full-time employee in 2010. In addition, he is a current committee member for DGS' Employee Wellness Initiative and Maryland Charity Campaign.

"Jason has become an integral part of our team and is committed to providing prompt tenant response," said Superintendent of the Inner Harbor Complex, Sandy Rose. "He is dedicated to work control operations and data that is provided monthly to StateStat."

In his spare time, Jason enjoys playing flag football and basketball with friends. However, what gives him ultimate pleasure is when he cheers on his younger sister, Jasmine, during her basketball games at Baltimore Polytechnic Institute.

The Maryland Department of General Services would like to thank Jason for all of his hard work, generosity and dedication towards making the Department a great success in carrying on the tradition of *Doing Great Service!*

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